

NOTICE TO KENTUCKY LICENSED HOME INSPECTORS

Issued April 2007

WARNING !!! DO NOT PROCRASTINATE AND LET YOUR HOME INSPECTOR LICENSE EXPIRE OR LAPSE

Your home inspector license expires at 11:59:59 p.m. on the last day of your birth month. To avoid having an expired license you will need to ensure that you submit a properly completed "APPLICATION FOR RENEWAL LICENSURE AS A KENTUCKY HOME INSPECTOR", Form KBHI 2, to the Board by the above deadline. Renewal applications will be accepted and processed if received or postmarked by 11:59:59 p.m. on the last day of the licensee's birth month.

The Board cannot renew an expired license and the applicant will have to apply for a new license under the "Standard" application. Please note that the "Alternative Requirement Licensing" (grandfathering) expired on January 1, 2007. An applicant submitting for a home inspector license under the "Standard" application shall submit a properly completed "APPLICATION FOR LICENSURE AS A KENTUCKY HOME INSPECTOR", Form KBHI 1, and a nonrefundable licensing fee of \$250. The Standard application requires the applicant to submit documentation of passing a 64-hour, Board approved pre-licensing course and passing one of two Board approved national examinations in addition to submitting other information required by the application.

You are reminded that conducting business as a home inspector without a license in Kentucky is a criminal offense.

PLEASE VISIT THE KENTUCKY HOME INSPECTOR WEBPAGE:

[HTTP://WWW.OHBC.KY.GOV/LICENSING/HOMEINSPECTION/](http://www.ohbc.ky.gov/licensing/homeinspection/)

To obtain downloads of statutes or regulations, application forms and instructions, important notices to home inspectors or an updated list of current Kentucky licensed home inspectors.

HOME INSPECTOR LICENSE RENEWAL CHECKLIST

1. Complete all blanks on the renewal application (Form KBHI 2) with the required information.
2. Enclose a current, 2" x 2" passport quality photo. This is required on each and every renewal. Original license photos are not considered current if more than 12 months.
3. Include a home inspection report completed during the previous 12 months. Ensure the report is signed by the client and home inspector and ensure the H.I. license numbers follows the signature(s) of the Kentucky licensed home inspector. Ensure that the home inspection report has been completed in conformance with the National Standard of Practice selected on your initial home inspector license application.

CONTINUED ON REVERSE SIDE

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HOME INSPECTOR LICENSE RENEWAL CHECKLIST - continued

4. Enclose a current Certificate of Insurance (COI) to document having general liability insurance in the amount of \$250,000. The COI shall list the Kentucky Board of Home Inspectors (KBHI) as the certificate holder and shall list the insured's name somewhere on the form.
5. Ensure the renewal application is mailed or postmarked to the Kentucky Board of Home Inspectors (KBHI), 101 Sea Hero Road, Suite 100, Frankfort, Kentucky 40601-5405 no later than 11:59:59 p.m. on the last day of the licensee's birth month.

HOME INSPECTOR ADVERTISING REQUIREMENTS

815 KAR 6:020. ADVERTISING BY HOME INSPECTORS.

RELATES TO: 198B.706(15)

STATUTORY AUTHORITY: 198B.706

NECESSITY, FUNCTION AND CONFORMITY: KRS 198B.706 requires the Kentucky Board of Home Inspectors to promulgate administrative regulations necessary to enforce the provisions of KRS 198B.700 to 198B.738. This administrative regulation establishes guidelines for advertising by home inspectors, so that customers and citizens may properly identify licensed inspectors.

Section 1. License Number to be Displayed. Except as provided in Section 2 of this administrative regulation, every person holding himself out as a home inspector shall display his license number on all advertising disseminated, either directly or indirectly, to the general public.

Section 2. Exceptions. This administrative regulation shall not apply to novelty items distributed by the licensed home inspector.

Section 3. Vehicle Identification. All vehicles used in advertising the operation of a home inspector business shall bear the license number of the home inspector in a conspicuous location and shall be composed of letters and numbers not less than three (3) inches high. The numbers and letters of the license shall be visible and legible at all times that the vehicle is being operated.

Section 4. Entities. If the home inspector is operating under the name of an entity, the requirements of this administrative regulation shall be satisfied by displaying the license number of one of the principals of that entity. (32 Ky.R. 2402; 33 Ky.R. 779; eff. 10-6-2006.)

BEGINNING OF NOTICE ON REVERSE SIDE